

Planning Work Group – Meeting Notes

August 1 9 am – 12 noon
Denali Conference Room

NEXT MEETING
Tues. Sept 9 9:00 - 12

I Introduction of Group and Guests:

Members present: Gene Kane, Chair, Jeff Staser, Al Ewing, Krag Johnson, Bill Allen, Colleen Bickford, Michelle Anderson, Jolene John, Chris Mello, Jill Smythe, Cindy Roberts DCED [participants: Ruth St. Amour, Dan Bockhurst, Laura Walters, Scott Ruby, Greg Gould, John Gliva Guests: Kitty Farnham, MaryAnne LeMaitre

II DCED IT Status Report – Laura Walters

Laura reported that she has been working on development of the RAPIDS database since 1993. Se has recently interviewed 8 of the 13 departmental databases managers to determine how close they are to being technically able to integrate their systems with the automated RAPIDS reporting process. ANTHC, AEA, AHFC, DEC, DHSS, EED, EDA, DCED. 3 of the 8 are in a position to automate.AEA, ANTHC, DCA. Status of DCED is a seamless project tracking to the Denali Commission. DOT's STIP system _____?____. Agencies yet to be surveyed are: BIA, COE, USDA-RD, DOT/PF, AND HUD.

There are 25 separate grant programs.

Part of the difficulty of using the RAPIDS system is the current-status of the reported data. 4 months ago all agencies and communities were asked to up-date their data. Jeff suggested giving communities 5 point bonus on grant applications if their RAPIDS data is current. Laura mentioned that the difficulty for communities is not enough information on agency future plans. Chris mentioned that things shift internally often and there are difficulties if information goes public prematurely.

Colleen mentioned the difficulties of HUD tracking project monies especially when "entitlement" program dollars go to tribes and they decide internally where the dollars are spent. Michelle mentioned the 16 housing authorities in the state. Jeff suggested the goal of community web sites which would have community plans with sequenced projects and links to the DOT STIP. Status?? Can regional and community plans be integrated into RAPIDS?

Jeff Staser said the Denali Commission will budget funds to assist agencies to close the data/ software gaps to bring the automated reporting capabilities up to speed.

ACTION ITEM: Circulate draft of Laura's report prior to the next meeting.

III Borough Formation Policy - Dan Bockhorst

Dan presented a letter signed by Commissioner Blatchford dated 6/30/03 which asked the Denali Commission to consider borough status as an element of its formal criteria for funding projects. Projects within the unorganized regions having the fiscal and administrative capacity to form boroughs might be given a reduction in points. Unorganized areas without the demonstrated fiscal and administrative capacity to operate a borough would be neither rewarded nor penalized.

The Group acknowledged that the borough policy would take heat just as the investment policy was. Jeff agreed that boroughs needed play a larger role than schools. Planning,

platting and recreation responsibilities need to be actively supported. Scott mentioned the advantage of utility management with a borough structure. Recent Girdwood AML conference mentioned community dividends and solid waste resolution as part of the borough formation discussions. Senate Concurrent Resolution___ identifies 4 areas to support regional governments.

Michelle asked about public process prior to adoption. It was agreed that the issue required major public education.

ACTION ITEM: Al will take the recommendation to the Government Co-ordination Subcommittee meeting September ___.

ACTION ITEM: Gene will take the discussion to AML.

ACTION ITEM: Bill suggested that a letter be drafted for us across the variety of discussions which would explain the intent and benefits of this policy. Dan will develop the letter.

NEXT MEETING: It was suggested that Wayne Maloney USDA-RD work up a marketing strategy and report back to the group. Dan, Jill, Michelle, Jolene all asked to be involved.

IV Standardized Business Plan – Greg Gould

The DCA business plan includes a core template which asks for information common to all infrastructure projects with expansion to address specific addition items. It is undergoing a beta test prior to final draft and mass production with release to the public. The test should be complete by 9/1/03 with printing in time for distribution at AFN.

Comments: A giant leap forward. VSW needs this plan. Seldovia and Copper Center are good candidates for inclusion in the beta test. Marketing and competition need to be included for the private sector discussion.

ACTION ITEM: It will be presented to the Sustainable Utilities Workshop 9/10-11.

ACTION ITEM: Colleen will use it in the business plan tracks in the Building Our Communities conference following the modifications of the beta test.

ACTION ITEM: Greg will present in regional workshops. BBNA will receive training on the business plan at a regional meeting 9/9-12. Also at the Indian block grant training work shops in Juneau and Bethel.

ACTION ITEM: Jeff will brief Foraker and Rasmussen Foundation on the business plan.

V Definitions, Principles & Guidelines – Jeff Staser

“Basic Guiding Principles for any State Capital Project” was circulated by Jeff. Also “Draft Executive Order: Investment Policy” and definition of sustainability and affordability.

ACTION ITEM: Integrate “Guiding Principles” into DCED Rural Development strategy “Access to the Future”.

ACTION ITEM: Present Draft Administrative Order to the Governor and request adoption.

VI Funding Procedures for Construction Projects – Bill Allen

Bill discussed problems of synchronizing funding over multi-year and multi-agency. “Irrevocable commitments” need to be honored. Applicants often have the responsibility to do coordination on projects. Agencies need to do a better job.

Bill suggested that in cases where projects are funded by multiple agencies, the procedures need to be improved:

1. Have a pre-construction check-list built into the business plan. This would result in immediate understanding of pre-construction requirements by all funding agencies and a resulting reduction of bid amounts due to reduction in contingency funds.
2. Prior to Notice to Proceed, the lead agency would call a meeting of all concerned to review the check-list.

ACTION ITEM: Develop draft template by 9/1. Dean Stewart USDA-RD. And circulate draft to committee of other funding agencies.

ACTION ITEM: Hold work session on template and report back to Group.

VII Administrators & Managers Certification Status Report – Scott Ruby

Certification program has been offered to UA for inclusion onto the Tribal Managers Program. This approach could be funded through USDA-RD or through the Denali Commission Training Fund. HUD has another possible funding source through the AK Native/Hawaiian ____ fund. Cost estimate is \$6-8 million. The goal is for UA to offer it by 9/04.

Bulk Fuel Management Training

The Denali Commission Training Fund has approved 32-hour courses for managers and for book-keepers. 15 bulk fuel operators will receive training after materials are available in 2/04. Manager training will be later in the spring. This format could be adapted for electrical work and other topics.

Kitty Farnham (DoLWD) mentioned that there was a RFP due soon. She has \$100K to get program up and running. Michelle mentioned that HUD requires UA Partnership on training funding and after 2 years, UA is coming around. Kitty said that BP brok'd the gridlock on the AA degree (Wendy Redman?) Any chance tha Tony Nakazawa can offer the class trough the extension service? Sheldon Jackson wants to participate in the program.

ACTION

VIII IAID Status Report – John Gliva

IX Template for Basic Community Plan - Michelle Anderson & MaryAnne LaMaitre

- X Access to Agencies: Funding Summits & Building Our Communities
- Ruth St. Amour & Cindy Roberts

Circulated Documents:

Re Borough Formation

Blatchford to Staser 6/30/03

"ORGANIZED BOROUGHES PROMOTE MAZIMUM LOCAL SELF-GOVERNMENT"

Re Business Plan

DCED Business Plan Project – Status Report

Re Definitions, Principles & Guidelines

Basic Guiding Principles for any State Capital Project

Draft Executive Order: Investment Policy

NOTICE Denali Commission Investment Policy Comment Period Extended
definition of sustainability and affordability

Re Funding Procedures for Construction Projects

Applicant/Owner Financial Package for Construction Projects, August 1, 2003